Small Business Perspective

NDIA/SPAWAR/AFCEA Joint Small Business Committee

Small Business Forum

January 20, 2005

Overview

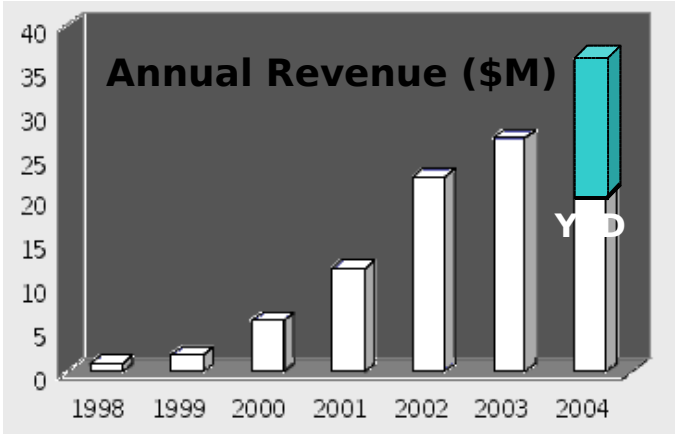
- Epsilon Systems Solutions, Inc.
- Benefits of having a SeaPort-e Contract
- Assessing the Rolling Admissions RFP Requirements
- Submitting a Winning Proposal
- After the Award
- Ways of Getting work under SeaPort-e
- Lead Times
- Long Term Planning

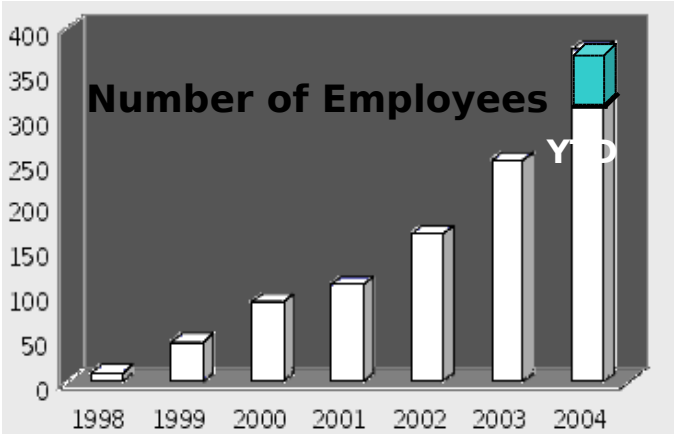
Epsilon Systems Solutions, Inc.

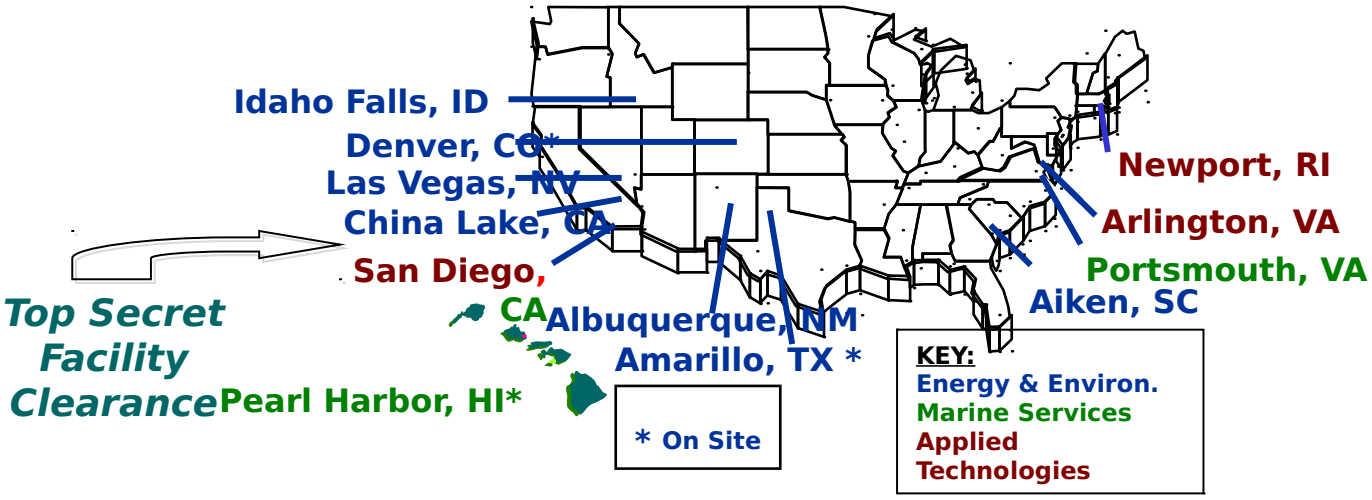
- *Founded in 1998, Private, Minority/Veteran Owned Small Business*
- *Small Disadvantaged Business, 8(a) Certified by the SBA, Scheduled to Graduate in 2007*
- *Diversified Professional Services in*
- *3 Sectors*
  - *Energy & Environmental (NOEMS) Sector*
  - *Marine & Security Sector*
  - *IT & Communications Sector*
    - *Technology Management*
    - *Applied Technologies*
    - *Warfare Systems*
    - Systems Engineering & Logistics

Inc. Magazine 2003 Ranking:
#1 in Defense
#22 Overall

SeaPort Corporate Overview







Benefits of Having SeaPort-e Contract

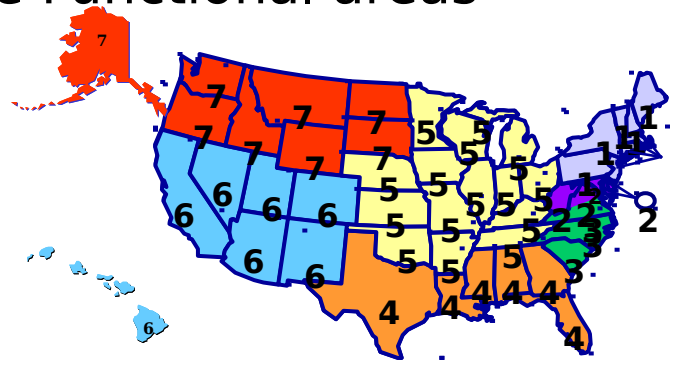
- Access to you by a growing number of Customers

- Broad Statement of Work
- Long Term Stability
  - 14 year potential – 4 Years with 2 AT options
- Virtually no ceiling limitations
- Flexible structure
  - Labor Categories
  - Type of Contract
  - Task Order duration
- Strategic Alliances – LBs, SBs, WOBs, VOB, HubZone …

Assessing the RA RF Requirements

N00178-05-R-4000

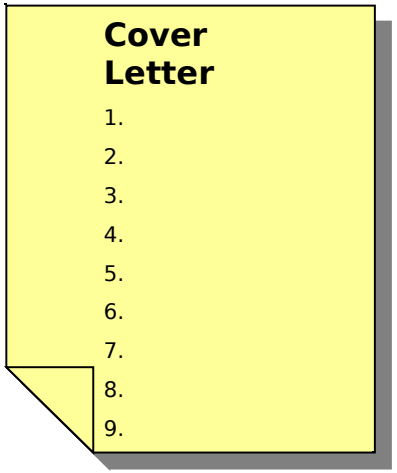
- Determining what Zones to bid (L 5.6 Presence)
  - As Prime and your Subcontractors
  - Have/had prime contract, **or** local office supporting the work in the Functional areas
- Technical Capability
  - Depth & Breadth (By Zone)
    - SOW areas (Functional areas 1 thru 21)
    - Experience in each of the Functional areas
    - Workforce
  - Management Approach
  - Past Performance
- Cost/Price Proposal



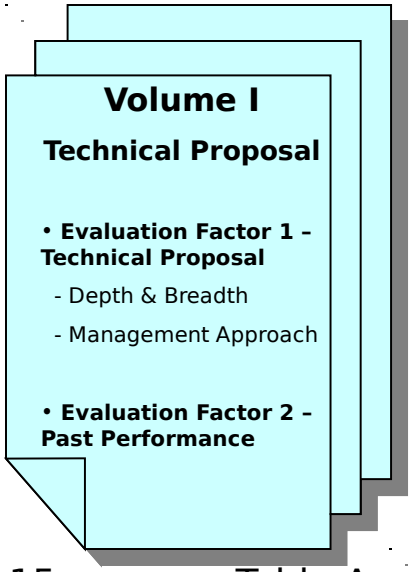
Submitting a Winning Proposal

- Teammates
  - Identify – Complimentary Skills; long term alliances
  - Establish Teaming Agreements
  - Proposal preparation workload
- Past Performance – CPARS
- CCR Registration
- Accounting System
- Key Personnel mapped to SOW skill sets
- Cost – strategies: pass-through, fee

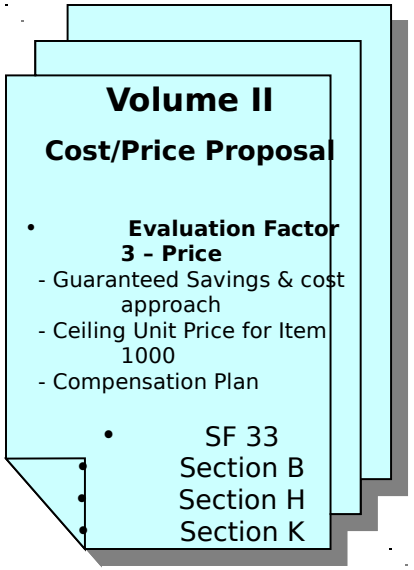
Submitting a Winning Proposal (Cont'd)



5 pages


Volume I
Technical Proposal
• Evaluation Factor 1 – Technical Proposal
- Depth & Breadth
- Management Approach
• Evaluation Factor 2 – Past Performance

15 pages + Table A



20 pages + 1 page + Comp Plan + RFP Fill in Sections

Style Guide (L 4.2)

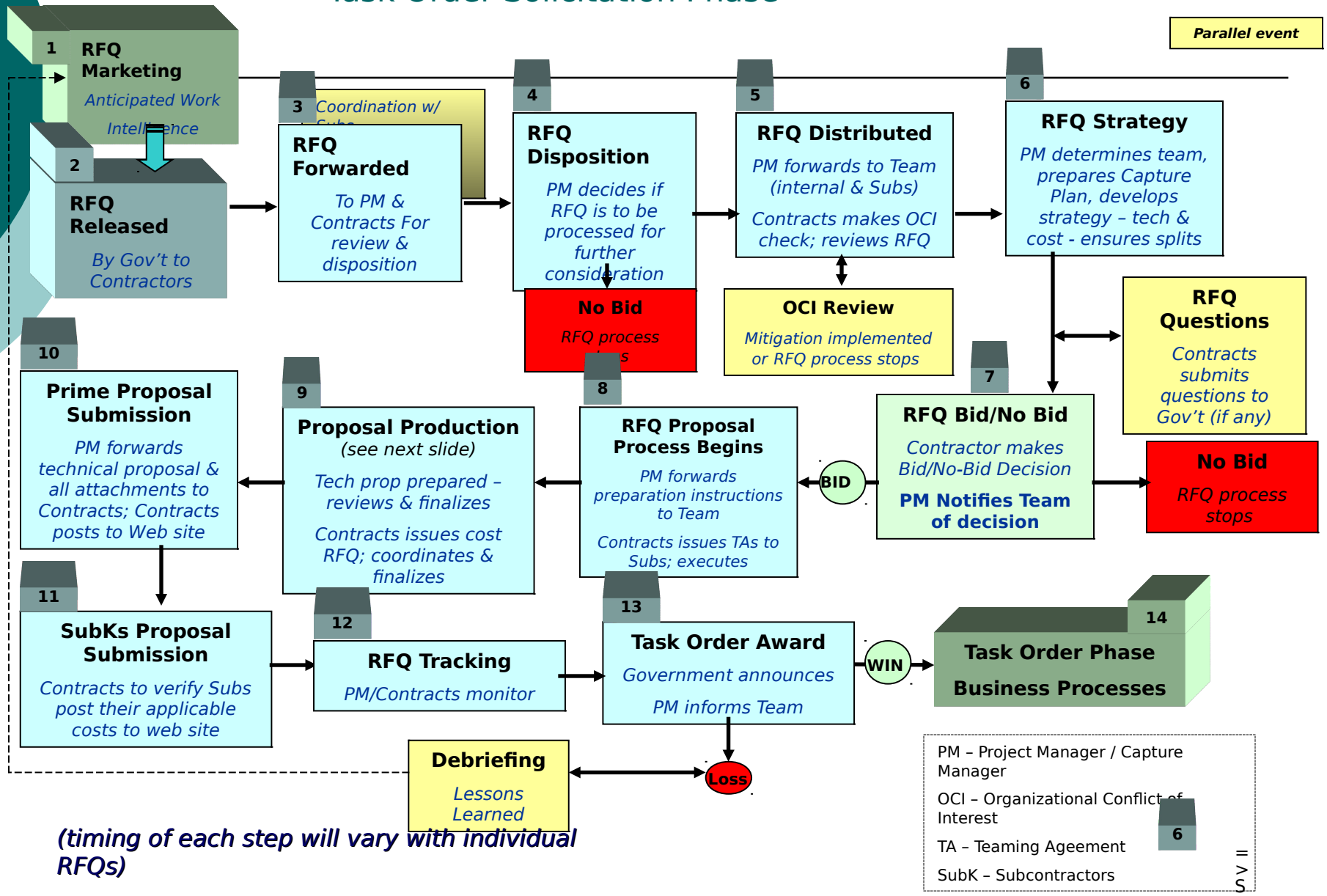
8.5 x 11 inch paper,
Single-spaced typed lines
No graphics, or pictures, (signatures on teaming agreements, headers and footers are not graphics or pictures)
Flow charts and tables are not considered graphics if they appear in the management approach, cost savings approach, or technical capability section
1 inch margins
12-point (Times New Roman font) in the text
No hyperlinks
Microsoft Word Software
All files named with the file extension .doc.

After Award

- Subcontract Agreements
  - Mirror Prime Contract – flow down of provisions
- Understanding the Task Order Solicitation process
  - Establishing business processes and procedures
  - Developing templates
    - Technical
    - Past Performance
    - Resumes
    - Cost
- Adding New Subcontractors (increased capability)
- Ensure DCAA reviews your Accounting System

Business Processes

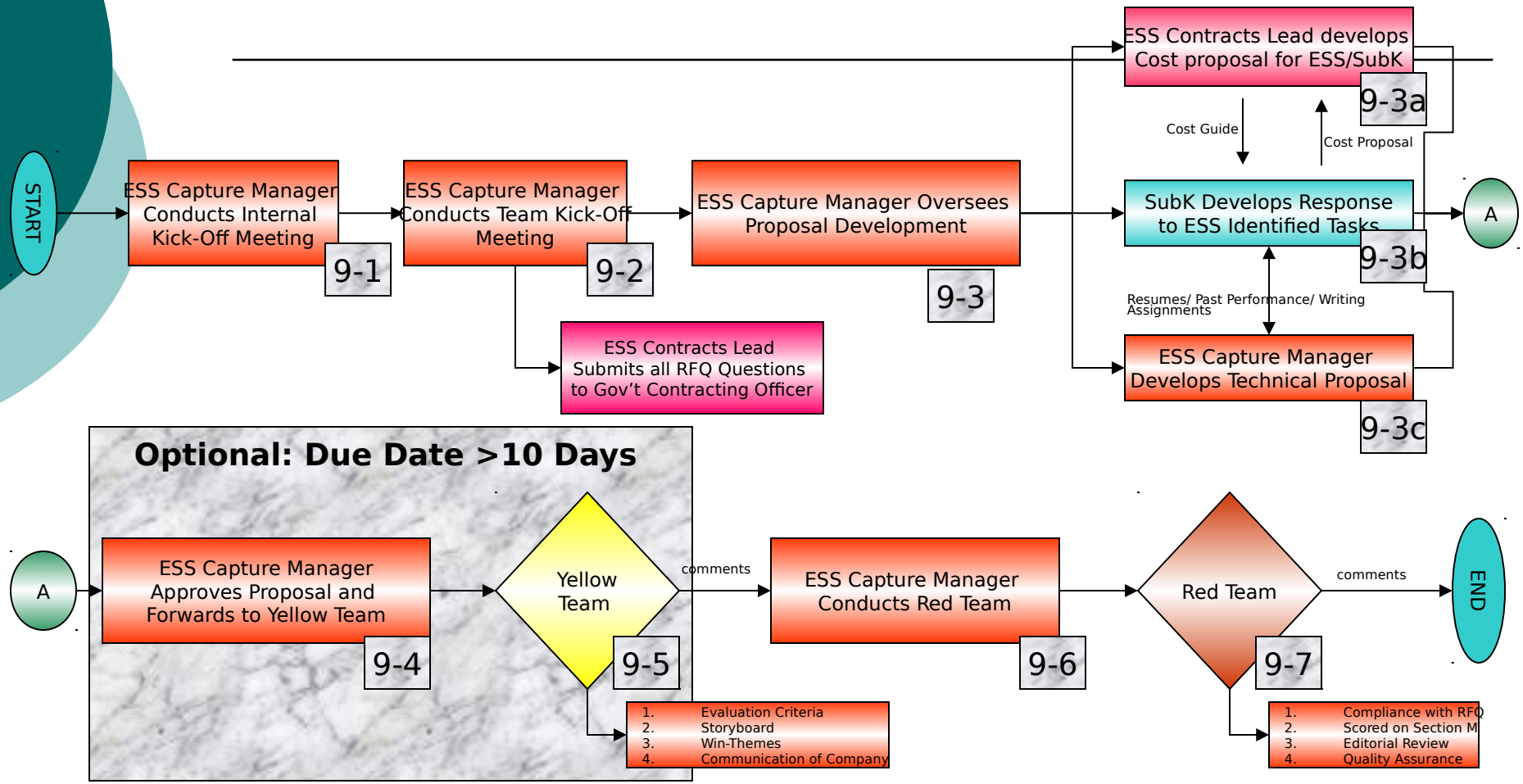
Task Order Solicitation Phase



(timing of each step will vary with individual RFQs)

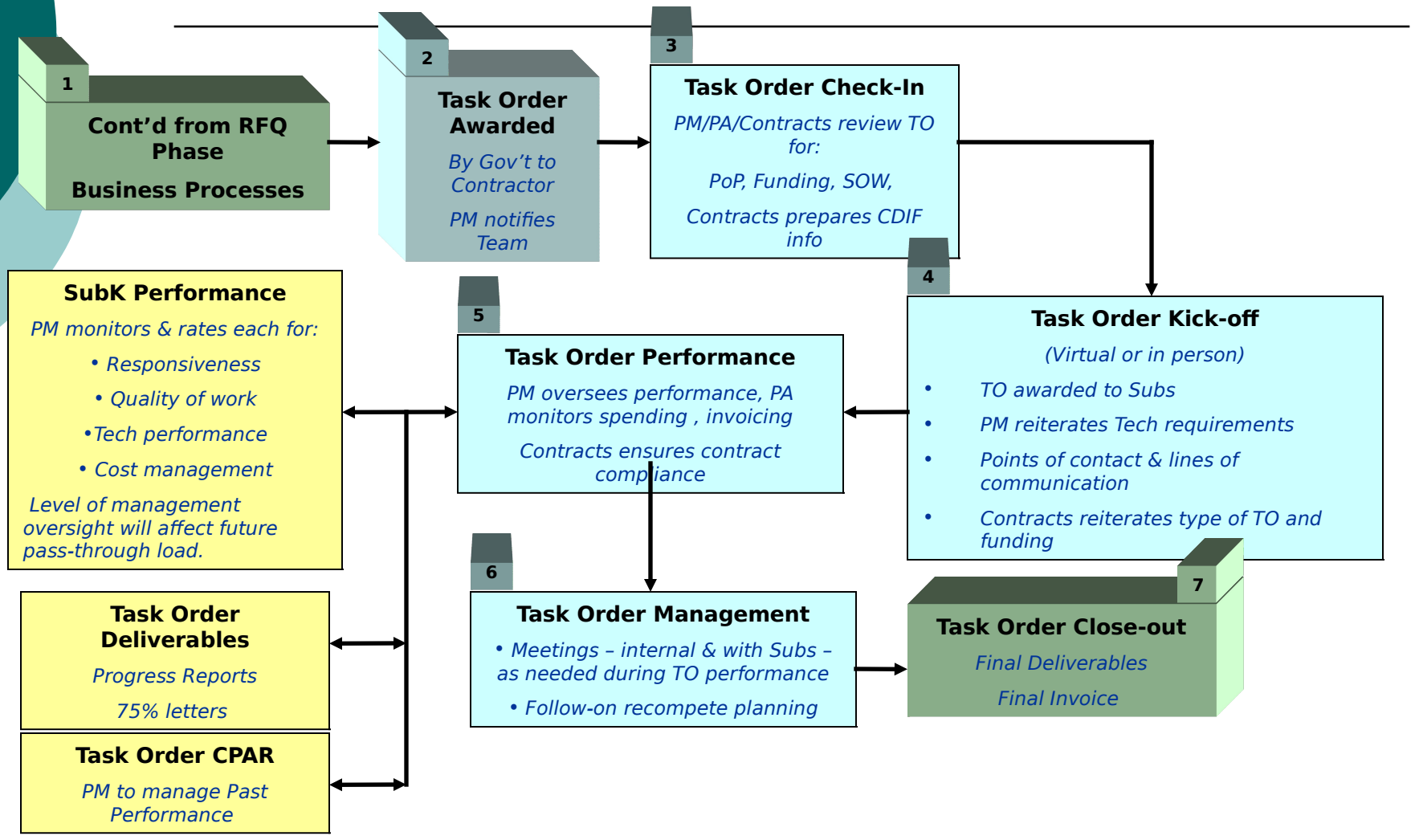
Proposal Production

(Block 9 from previous slide)



Business Processes

Task Order (TO) Phase



Ways of Getting Work On SeaPort-e

- Bidding on announcements blind [>2%]
- Reviewing TO Solicitations in the pipeline & get on incumbent teams [>10%/>99%]
- Transitioning work from expiring contracts to SeaPort-e (Bundling Challenge)
- Working with potential customers and letting them know of your SeaPort-e Contract

Lead Times

Thresholds*: <$50M 35 days; >$50M 70 days

- Draft SOW: ?
- Documents & Funding From Customer to Zone Manager: 2 Weeks
- Task Order Solicitation Response Times
  - From 5 days to over one month
- Evaluation of Proposals
  - From 2 weeks to a month
- Award: 5 days

Long Term Planning

- Recertifying as a Small Business at each Award Term
- Ensure right mix of companies as you graduate – Small Business Plan
- Work transition to SeaPort-e

SeaPort

EPSILON Systems Solutions, Inc.

Questions
&
Answers